

# 2011 New CTE Professionals Workshop



*A free professional development opportunity designed specifically for Career & Technical Education professionals in their first, second, or third year in the classroom.*

**Wednesday, October 19, 2011**

**Paris Gibson Education Center**

**Great Falls, Montana**

## INVITATION

The Career and Technical Education Specialists within the Office of Public Instruction invite all new Career & Technical Education professionals in Montana to join them in Helena for a **FREE** one-day professional development experience.

The New CTE Professionals Workshop will offer those new to the classroom, as well as those with less than four years of experience, the ability to develop the essential knowledge and skills to be successful in the classroom and in the Career & Technical Education teaching profession while learning about the leadership and professional growth opportunities available for themselves and their students.

## FOCUS & FLOW

Montana's CTE Specialists have designed the workshop to include information on the current direction and issues in Career & Technical Education at the federal and state levels, professional organizations, curriculum resources, program standards and guidelines, and Career and Technical Student Organizations.

The workshop is designed to start with Career & Technical Education topics followed by CTE area-specific items in the morning session. After lunch, the afternoon's focus will shift to Career and Technical Student Organizations and offer attendees training and resources for starting a CTSO chapter or advising/co-advicing an established chapter.

## MORNING SESSIONS & TOPICS

- 8-8:30 am Registration
- 8:30-8:45 am Introductions and Welcome by the OPI Career & Technical Education Specialists and Staff
- 8:45-9:30 am Joint Session #1: Carl Perkins and State Career & Technical Education Money
  - Establishing and working with local advisory boards
  - The importance of membership in professional organizations
  - Timeline of state, regional, and national career and technical education-related events and due dates
- 9:30-10 am Joint Session #2: Big Sky Pathways
  - Big Sky Pathways Initiative and the Development of Programs of Study
- 10:15-Noon Breakout Session #1: CTE-Area Breakout Sessions
  - Agriculture: Program Standards, Agriculture Education Curriculum, and using METNET
  - Business/Marketing: National Standards for Business Education, State Leadership Network, Professional Organizations, and Professional Development Opportunities
  - Family & Consumer Sciences: National & Program Standards and Family & Consumer Sciences Resources
  - Industrial Technology: Update on Program Standards

## LUNCH

An informal networking lunch will be provided for the morning's attendees from Noon to 1 pm. This is a great time to meet the other attendees, discuss the topics covered, and share ideas. The lunch will be catered. Please indicate on the registration form any special dietary restrictions and/or food allergies.

## AFTERNOON SESSIONS & TOPICS

- 1-1:30 pm Joint Session #3: CTSO New Advisor Training
  - Introduction of Montana CTSOs, State Advisors, and Leadership Teams
- 1:30-2:30 pm Breakout Session #2: CTSO New Advisor Breakouts
  - BPA: Organizational Structure & Governance, Calendar of Events, and Chapter Resources
  - FCCLA: The Basics of the FCCLA Organization and Calendar of Events
  - FFA: Ag Teacher Mentoring
  - SkillsUSA: Establishing a SkillsUSA Chapter and State Conference Information
- 2:45-3:45 pm Breakout Session #2: CTSO New Advisor Breakouts, cont.
  - BPA: Competitive Events, State & National Programs, Scholarship Opportunities, and State Officer Candidacy Process
  - FCCLA: Chapter Development, Mentoring, and Resources
  - FFA: FFA Chapter Management and Resources
  - SkillsUSA: Montana SkillsUSA Website 101 and Introduction to TSA
- 3:45-4 pm Wrap-Up, Closing, and Evaluations

## ATTEND

To attend this free New CTE Professionals Workshop, please complete the following registration form and submit by October 10. Up to six (6) OPI Renewal Units will be available. The workshop will be held at Paris Gibson Education Center, 2400 Central Avenue, Great Falls.

*Come for the New CTE Professionals Workshop and stay for the 2011 Montana ACTE Institute.*

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Name \_\_\_\_\_ School \_\_\_\_\_

School Mailing Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

School Phone \_\_\_\_\_ Preferred Email \_\_\_\_\_

CTE Area of Instruction    ☐ Agriculture    ☐ Business/Marketing    ☐ Family & Consumer Sciences    ☐ Industrial Technology

Years in the Classroom    ☐ 1st    ☐ 2nd    ☐ 3rd    ☐ Other \_\_\_\_\_

Lunch (included as part of the workshop)    ☐ Yes, I will attend the lunch    ☐ No, I will not attend the lunch

Special Dietary Restrictions/Allergies \_\_\_\_\_

Please indicate any special requests/accommodations to make your experience more enjoyable:

Do you currently advise a Career & Technical Student Organization?

- ☐ Yes (please indicate CTSO)    ☐ BPA    ☐ DECA    ☐ FCCLA    ☐ FFA    ☐ SkillsUSA    ☐ TSA
- ☐ No, someone else is the advisor (please indicate CTSO)    ☐ BPA    ☐ DECA    ☐ FCCLA    ☐ FFA    ☐ SkillsUSA    ☐ TSA
- ☐ No, but I would like to start a chapter (please indicate CTSO)    ☐ BPA    ☐ DECA    ☐ FCCLA    ☐ FFA    ☐ SkillsUSA    ☐ TSA
- ☐ No, I am not interested in starting a chapter

## Workshop At-a-Glance

8 am	Registration	10:15-Noon	CTE-specific Breakout Session
8:30-8:45 am	Introductions and Welcome by OPI Career & Technical Education Specialists and Staff	Noon-1 pm	Catered Lunch
8:45-9:30 am	Joint Session #1: Carl Perkins and Montana Career & Technical Education Money, Local Advisory Boards, Professional Organizations, & CTE Timelines and Due Dates	1-1:30 pm	Joint Session #3: CTSO New Advisor Training
9:30-10 am	Joint Session #2: Big Sky Pathways Initiative & Development of Programs of Study	1:30-2:30 pm	CTSO-specific New Advisor Training Breakout Session #1
10-10:15 am	Break	2:30-2:45 pm	Break
		2:45-3:45 pm	CTSO-specific New Advisor Training Breakout Session #2
		3:45-4 pm	Closing, Wrap-Up, and Evaluations

*Attendees may receive up to 6 OPI Renewal Units.*

For questions, please contact your CTE Specialist:

- Agriculture Education: Brad King  
Phone: 406.444.4451 Email: bking2@mt.gov
- Business Education: Eric Swenson  
Phone: 406.444.7991 Email: eswenson@mt.gov
- Family & Consumer Sciences Education: Megan Vincent  
Phone: 406.444.3599 Email: mvincent2@mt.gov
- Industrial Technology Education: Don Michalsky  
Phone: 406.444.4452 Email: dmichalsky@mt.gov

Registration Deadline: Postmarked/Received by October 10, 2011

Mail, Email, or Fax Registration to:  
Eric Swenson  
Business Education Specialist  
Montana Office of Public Instruction  
PO Box 202501  
Helena, MT 59620-2501  
Fax: 406.444.1373  
eswenson@mt.gov

**Keep a copy of this form for your records.**

